

2006 TRANSPORTATION PLANNING SCHOLARSHIP **PROGRAM GUIDE**

SCHOLARSHIP DESCRIPTION

The California Transportation Foundation (CTF), and the California Department of Transportation (Caltrans) Planning staff are offering two \$1,000 scholarships to promising Caltrans Student Assistant employees. These scholarships are intended to recognize, encourage, and assist outstanding students who are pursuing a Baccalaureate or Graduate degree in planning or a related field. Applicants must have a demonstrated interest in working in the planning profession.

These scholarships are competitive and are based on:

- Employment record
- Career goals
- Academic record
- Related extracurricular activities
- Personal Statement

ELIGIBILITY REQUIREMENTS

To be eligible for this scholarship, each applicant must meet the following criteria:

- Be employed with The Department as a volunteer or as a paid student assistant at the time of application. Note: qualified interns may also apply if they are full time students
- Be working towards a baccalaureate or a graduate degree in Planning or a related field such as Urban or Regional Studies, Public Policy, Public Administration, Environmental Policy or Studies, Geography, Sociology, or Economics. Units in transportation planning, city planning, community planning, regional planning, rural or urban planning/studies, land use planning and development, or travel analysis and forecasting may be used to meet the eligibility requirements.
- Have a cumulative GPA of 2.70 or better.
- Plan to pursue a career in transportation planning with Caltrans after graduation.

APPLICATION MATERIALS

Each applicant must submit the following materials:

1. A completed Division of Transportation/ CTF Scholarship Application.
2. An essay outlining career goals (not to exceed 500 words).
3. An official college or university transcript.
4. Proof of current college/ university enrollment.
5. A minimum of two sealed letters of recommendation:
 - One from faculty.
 - One from a supervisor.

SELECTION AND ANNOUNCEMENT

The Planning Scholarship Selection Committee will review all applications. After careful review, the two winners will be notified. The scholarships will be awarded at the Planning Management Team Meeting and announced in various Planning newsletters. Target award month: January 2007.

DEADLINE

The complete application must be postmarked by Monday, October 16, 2006. Incomplete or late applications will not be accepted. Note: **faxed documents are not considered originals.**

Submit applications to: Marleece R. Peart
Coordinator, Planning Scholarship
CA Department of Transportation
Division of Trans. Planning (MS-32)
PO Box 942874
Sacramento, CA 94274-0001

**If you have any questions, please contact Marleece Peart at:
Phone: (916) 653-0265, Fax: (916) 653-2653, E-mail: Marleece_Peart@dot.ca.gov**

(SCROLL TO THE APPLICATION FORM ON THE FOLLOWING PAGE)

**2006 TRANSPORTATION PLANNING SCHOLARSHIP
APPLICATION**

.....
SECTION A: *(Please Print or Type)*

NAME: _____
LAST FIRST MI

CURRENT ADDRESS: _____
STREET

CITY STATE ZIP CODE

PHONE NUMBER: (_____) _____ **WORK:** (_____) _____
AREA CODE NUMBER AREA CODE NUMBER

E-MAIL ADDRESS: _____
.....

SECTION B: *(Please Print or Type)*

PERMANENT ADDRESS: _____
STREET

CITY STATE ZIP CODE

PHONE NUMBER: (_____) _____
AREA CODE NUMBER

.....
SECTION C: *(Please Print or Type)*

COLLEGE ATTENDING: _____
NAME LOCATION

AREA OF CONCENTRATION: _____
MAJOR OR PROGRAM

CLASS RANGE OR GRADE POINT AVERAGE: _____
(ATTACH OFFICIAL TRANSCRIPT)

.....
SECTION D:

CALTRANS DISTRICT OR DIVISION: _____

CURRENT SUPERVISOR: _____
NAME TITLE

.....
SECTION E: *(Please Print or Type)*

PERSONAL STATEMENT:

ATTACH TO THIS APPLICATION FORM. STATEMENT NOT TO EXCEED 500 WORDS.
.....

SECTION F: *(Please Print or Type)***PERSONAL, COMMUNITY, AND/OR SCHOOL AFFILIATIONS**

List up to three activities in which you have participated and your type of participation (the role you played). This can include clubs, student government, etc: _____

(Use an Additional Page if Necessary)

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SECTION G: *(Please Print or Type)****WORK EXPERIENCE***

List all jobs you've had in the past three years (paid or volunteer): _____

(Use an Additional Page if Necessary; Resume Can Be Attached)

CAREER GOALS (note: you must still attach your personal statement) _____

.....

I certify that I am currently a Caltrans Student Assistant. _____

(Initial)

SIGNATURE: _____

DATE: _____

RETURN THE COMPLETED APPLICATION, WITH THE APPROPRIATE ATTACHMENTS, NO LATER THAN OCTOBER 16, 2006 TO:

Marleece Peart
Coordinator, Planning Scholarship
CA Department of Transportation
Division of Transportation Planning (MS-32)
PO Box 942874
Sacramento, CA 94274-0001

Note: Incomplete applications or applications submitted without the PERSONAL STATEMENT, OFFICIAL TRANSCRIPT, and LETTERS OF RECOMMENDATION will not be considered
